

**TECHNICAL ADVISORY COMMITTEE (TAC)
FOR THE
CONGESTION MANAGEMENT PROGRAM (CMP)**

November 18, 2004

MINUTES

The one hundred fiftieth (150th) meeting of the Technical Advisory Committee (TAC) was held in the SamTrans Offices, 1250 San Carlos Avenue, San Carlos, Bacciocco Auditorium. Geoff Kline, TAC Secretary, called the meeting to order at 1:16 p.m. on Thursday, November 18, 2004.

TAC members attending the meeting were:

George Bagdon - Burlingame Engineer
Fernando Bravo - East Palo Alto
Merrill Buck - San Bruno
April Chan - Peninsula Joint Powers Board (CALTRAIN)
Neil Cullen - San Mateo County Engineer (Co-Chair)
Ray Davis - Belmont Engineer
Mark Duino - San Mateo County Planner
Craig Ewing - Belmont Planner
Gene Gonzalo - California Department of Transportation (CALTRANS)
Howard Goode - San Mateo County Transportation Authority (Co-Chair)
Corinne Goodrich - San Mateo County Transit District (SamTrans)
Geoff Kline - City/County Association of Governments (C/CAG)
John Lisenko - Foster City
Jon Lynch - Redwood City
Richard Mao - Colma
Parviz Mokhtari - San Carlos
Meg Monroe - Burlingame Planner
Ruben Niño - Menlo Park
Van Ocampo - Pacifica
Larry Patterson - San Mateo
Ray Razavi - South San Francisco
M. Roddin/K. Folan - Metropolitan Transportation Commission (MTC)
Mo Sharma - Daly City

Others attending the meeting were:

Nancy Blair - C/CAG
Charles Borden - San Mateo County Information Services
Randy Breault - Brisbane
Min Tze Cheng - San Mateo
Zachary Chop - CALTRANS
Richard Cook - SamTrans
Pat Dixon - San Mateo County Transportation Authority Citizens Advisory Committee
Duncan Jones - Atherton
Christine Maley-Grubl - Peninsula Congestion Relief Alliance

Walter Martone - C/CAG
Ian McAvoy - CALTRAIN/SamTrans
Richard Napier - Executive Director C/CAG
Ray Towne - Foster City
Onnolee Trap - League of Women Voters

1. Public comment on items not on the agenda.

Richard Napier extended general congratulations on the TAC holding its one hundred fiftieth (150th) meeting. He stated that the work of the TAC is important considering the kinds of programs being administered and effected. He further commended the passage of the Measure “A” one-half (½) cent sales tax ballot proposal and thanked all the TAC staff members for their assistance with the process. He concluded his remarks by thanking Howard Goode and his direct staff and saying that they were owed a compliment for their efforts in regards to gaining approval of Measure “A”.

Howard Goode stated that the TAC should recognize both the celebration of the passage of Measure “A” along with the 150th TAC meeting. He stated that the hours spent developing the ballot measure paid dividends in its passage. The vote was 75.5 percent (%) in favor, with a two-thirds (2/3) majority required. Member Goode credited passage of Measure “A” because of three (3) considerations:

1. Measure "A" was a thorough plan with much support.
2. There was an outstanding campaign to push Measure “A”. Approximately \$900,000 was raised for the campaign.
3. Transportation is obviously important in San Mateo County.

He concluded his remarks by recognizing Onnolee Trapp for her many efforts on behalf of Measure “A”.

Pat Dixon noted the 150th TAC meeting and publicly thanked Howard Goode on his work with Measure “A”. She stated that Measure “A” passed because of his ideas allowing flexibility for the cities to use allotted funds.

- 2. At 1:25 p.m., the TAC took a break to cut the cake, which was worded “150th Meeting”. Both members and guests availed themselves of cake and drinks.**
- 3. Review and approval of a call for projects for the Third Cycle Transit Oriented Development Housing Incentive Program (taken out of order).**

Richard Napier discussed the Transit Oriented Development (TOD) program. To qualify for TOD reimbursement, a development must be no farther than a third (1/3) of a mile from a rail transit station and have a density of at least forty (40) units per acre. The first cycle of the program developed thirty percent (30%) participation. The second cycle increased participation to fifty percent (50%). Both cycles paid out less than the maximum of \$2000 per bedroom, with the most recent cycle providing \$1750 per unit as the base amount for reimbursement.

Language has been inserted in the policy to define whether a development is or is not under construction. The TOD program dovetails with other efforts along El Camino Real. It is still recommended that TOD be located along major rail corridors. TOD represents housing

development versus transportation projects, with transportation projects being the incentive to participate in the program. It is interesting that the City of San Mateo brought up the value of TOD in addressing housing development. The next call for projects will be in January 2005.

Member Goode asked if there were any changes to the existing program. There are essentially no changes except for defining what is considered construction. Member Bravo confirmed that the program distance is a maximum of a third (1/3) of a mile from a rail station.

Normally, funding for TOD comes from the State Transportation Improvement Program (STIP). Remaining second cycle obligations have now been paid even though there are no current STIP dollars. Funding for second cycle projects came from Transportation Enhancements Activities (TEA) and the Surface Transportation Program (STP), both Federal funding sources. Money for future TOD cycles will come from STP and STIP, or Transportation for Livable Communities (TLC) from MTC.

With discussion concluded, the TAC approved the TOD call for projects. It was agreed to send the TOD issue to the Congestion Management and Air Quality (CMAQ) Committee.

4. Issues from the last C/CAG and CMAQ meetings.

There was no comment on the various items listed in the agenda packet. Ray Razavi, City Engineer for South San Francisco, was welcomed as a new TAC member. He replaces Dennis Chuck who also represented South San Francisco.

5. Approval of the minutes from August 18, 2004 meeting.

The minutes were approved without comment by unanimous assent.

6. Recommendation for C/CAG participation in the development of a Countywide Geographic Information System (GIS).

Walter Martone stated that the recent presentation to the City/County Engineers' Association by Adam Lodge of the San Mateo County Public Works Department was the basis for the recommendation that C/CAG become involved in the GIS process. The GIS effort in San Mateo County is badly out of date.

There have been no new aerial photos taken in the last ten (10) years. The object of the proposal is to bring all jurisdictions on board with GIS.

The major use of GIS by C/CAG is to produce bicycle maps, which will now be able to be updated. Those cities which cannot access the Internet would work through the use of disks. Charles Borden, serving on the GIS Committee, stated the goal is to increase GIS participation and recruit other jurisdictions for system cost sharing.

Member Goode asked if the system would consist of surface features only. That is correct. The initial phase will be aerial work by a plane flying at six thousand (6000) feet. He also mentioned that CALTRAIN has GIS for the entire rail corridor including subterranean. He recommended that any GIS efforts be coordinated with those of CALTRAIN. Member Bagdon confirmed that the first phase is surface only. A layer of subterranean will

be incorporated later.

Member Mokhtari asked if storm drains and sewers will be involved. These will not be done initially since it is aerial work only. Member Bravo asked if coordination will take place with the various cities. That will occur, but personnel from San Mateo County will develop accurate mapping output. Charles Borden stated that the output will consist of streams and land parcels et cetera. Cities will verify the accumulated data, which is expected to cost in the neighborhood of \$200,000 to \$300,000 for a finished product.

Member Monroe asked whether the output will be sheets of aerial photos as hard disks. The scale of the photos will be 1:100, or one (1) inch equals one hundred (100) feet, with a two and a half (2 ½) foot accuracy.

Member Niño asked which jurisdictions are involved. At present, San Mateo County departments are the partners with C/CAG to be recruited as an additional partner. How the costs will be shared has not been resolved as yet.

Member Bagdon asked when the initial work will be done. The schedule calls for a Request for Proposal (RFP) to be put out in January 2005, with the aerial flight to occur in March 2005. It will then take six (6) months to process the information. Member Monroe asked if the flight could be made at noon to cancel shadows. It would be nice, but is impractical, meaning no.

This concluded discussion on this item. It was recommended to be forwarded to the CMAQ Committee.

7. Approval of program for the 2005/2006 Transportation Fund for Clean Air (TFCA) San Mateo County Program.

Walter Martone stated that there has been essentially no change to the TFCA program over the last five (5) years. The only difference for the upcoming program is that there is expected to be approximately 125 thousand dollars (\$125,000) extra funding because of previous year funds carryover. The focus, once again, will be for shuttles and Transportation Demand Management (TDM). The recipients will be SamTrans, the Peninsula Congestion Relief Alliance, and the Menlo Park shuttle program.

Member Goode asked for clarification on the administrative change for the program and stated that Transportation Authority Member Lee Panza would probably ask questions regarding same. The statutory amount of administrative funding is five percent (5%) maximum, but C/CAG has yet to come close to taking this amount for the program.

8. Recommendation for the adoption of a \$4 increase in the vehicle registration fee for FY2005-2006 to support the management of traffic and stormwater pollution.

Walter Martone stated that Assembly Bill (AB) 1546 allows an increase to the vehicle registration fee for San Mateo County vehicles by four dollars (\$4) over the period of approximately the next three and a half (3½) years. The fees collected will go for traffic congestion relief and implementing the National Pollution Discharge Elimination System (NPDES). There is a commitment by resolution to develop hydrogen fueling stations and encourage the use of hydrogen propelled vehicles. San Mateo County has supported obtaining four (4) hydrogen vehicles to be used as demonstration shuttles.

Richard Napier and Walter Martone recently met with Department of Motor Vehicles (DMV) representatives in Sacramento to discuss how the program would work. There is a critical need to have DMV start collecting the first dollars in July 2005 because the legislation authorizing the program expires in January 2009, and there is no guarantee that the program may be renewed.

It is proposed that the collected fees go to different categories, but be split equally between transportation and NPDES. The transportation portion would provide one half () the funds to jurisdictions based on the number of registered vehicles within a particular jurisdiction. However, because that type of data is not available through DMV - it is only collected by zip codes -, it may be that the distribution will be based on population for the transportation side. The NPDES Technical Advisory Committee (TAC) is also discussing its apportionments because there had to be a guarantee made to the Legislature that there was a connection between automobiles and pollution, such as street sweeping and like activities for use of the money.

To effect the program with DMV, there is a need to develop proper reporting forms. But a core point of the program is that fifty percent (50%) of the fee amounts will be returned to jurisdictions to offset corresponding existing costs.

Member Bagdon asked if the TAC would review NPDES projects. This has not been envisioned because there is a separate NPDES TAC. Member Mokhtori cited conflicts with local budgeting issues because of the proposed dates to effect the program. Funding will come to the cities on a quarterly schedule and be based on future revenue estimates.

Member Goode acknowledged that hydrogen buses would provide high visibility for the program. Member Razavi asked how the apportionment will be divided between transportation and NPDES. Each program will receive half the total collected fees. Members Davis and Bravo asked when the program might be started. It is expected that the program will get underway in March 2005 with first revenues being collected in July 2005. Then apportionments to cities will occur three (3) months beyond that date every quarter for the next three and a half (3) years.

Member Ocampo concluded the discussion by asking if the TAC is to develop the formula for allocations of funds. That is the present plan as of this writing.

9. Items of interest/new business (taken out of order).

Secretary Kline reminded the TAC of a number of dates which are fast approaching. The STP paving project resolutions and opinions of legal counsel are due to MTC by December 1, 2004. The Streets and Roads Shortfall Surveys are due on December 17, 2004. The local C/CAG project assistance surveys are due to C/CAG by November 19, 2004, with a grace period until November 24, 2004. Transportation Development Act (TDA) Article #3 bicycle and pedestrian applications along with Federal Congestion Mitigation and Air Quality (CMAQ) bicycle and pedestrian applications are due to C/CAG no later than December 10, 2004 at 5:00 p.m.

Late submissions of TDA Article #3 and CMAQ applications will be rejected. For TDA Article #3 projects only, an approved resolution and a recorded California Environmental Quality Act (CEQA) document must accompany the application. Also, it

was noted that any type of visual display is acceptable -- a five (5) minute video was originally required -- so long as an understanding of the project can be made.

10. El Camino Real Corridor Improvements.

Ian McAvoy provided an interesting power point presentation on fourteen (14) strategies to be employed with El Camino Real corridor improvements in the future. This presentation was for informational purposes only.

Member Razavi asked what are the next steps in the program. These are currently five (5) projects under design along El Camino Real. Member Bagdon pointed out that Palo Alto had spoken of something similar about ten (10) years ago. The City of Santa Clara is enthusiastic about it also.

Ian McAvoy stated that the process consists of three (3) distinct phases: planning moving to persuasion and concluding with production. Member Goode followed with the observation that there is an underlying tension or conflict in the process because El Camino Real is a state highway. The existing use of the road competes with any future plans. These existing use and future plan issues must mesh to come to a final agreement regarding what will ultimately be achieved.

11. Neither the public nor TAC members had any final thoughts, and so the meeting adjourned at 2:20 p.m. The next TAC meeting is scheduled for December 16, 2004.